

# UP RESEARCH INFORMATION SYSTEM (RIS) – 2011 RESEARCH OUTPUT DATA - STRATEGIC INFORMATION

## Template

### Specialist books to be submitted for subsidy evaluation (complete books authored; not as editor)

**[output type 3 on RIS database]**

(complete this form for each book)

**DEPARTMENT OF HIGHER EDUCATION & TRAINING (DoHET) SUBSIDY GENERATING OUTPUT (ITEMS 1, 3, 4, 5)**

#### **PLEASE NOTE**

The data fields requested for this section are **prescribed** by the DoHET — missing information in any one of these fields will result in the output NOT BEING SUBMITTED for subsidy evaluation.

why is it strategic  
information?

to be submitted  
AND noted

*data used for the DoHET research subsidy claim, the Research Report and Research Management Reports*

1. original of the **complete** book
2. evidence of pre-publication, **peer review** of the book (inside the book or from the publisher via letter or e-mail)
3. completed checklist
4. the length of the book must be a minimum of **60 pages** (excl reference, bibliography & appendices)
5. if the book is published in a language other than English, submit a minimum one page summary in English
6. all supporting evidence or documentation must (also) be provided in English

**DoHET policy: Books without the requisite information and supporting documentation will NOT be evaluated;**

**If peer-review is not given in the book, it must be obtained from the publisher via a letter or e-mail. An Editor may NOT give peer-review – it is not sufficient evidence.**

**name of  
researcher**

please provide this  
information:

- 1.
- 2.
- 3.

authors and affiliation

Complete list of authors in publishing order

affiliation (UP dept/ UP affiliated research  
associate / not UP)

Editor

Publisher

Published title of book

International standard book  
number (ISBN)

CESM category (refer to  
[Research Intranet](#) for list)

total number of pages in  
book (refer to point 4 above)

page numbers submitted for  
evaluation (refer to point 4  
above) (eg pp 45-70)

number of pages submitted  
for evaluation (e.g. 30)

Refereeing procedure  
(preferably state page numbers in  
book where it is described/  
referenced)

specify target group of  
publication

specify if not the first print of  
the first edition

**name of  
researcher**

hard copy of book submitted? (yes/no)	
to which departmental research field does this mainly relate ( <i>from list</i> <sup>1</sup> )?	
If output is linked to an <a href="#">institute/ centre of UP</a> , please provide the name	

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<sup>1</sup> List available from your departmental data capturer or faculty RIS coordinator